EMSRB
Minnesota Emergency Medical Services Regulatory Board

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Meeting Notes

Emergency Medical Services Regulatory Board
Data Policy Standing Advisory Committee (DPSAC)
Thursday, September 3, 2015, 10:00 a.m. – 2:00 p.m.
University Park Plaza
Conference Room C, 3rd Floor & On-line via Lync & Conference Call

Members Present: Patrick Egan (on-line); Tom Fennell (in person); Clif Giese (in person); Megan Hartigan (in person); Martin Van Buren (on-line); Dave Rogers (on-line); Dan Stensrud (on-line); Mark Jones (on-line); Kristin Mellstrom (on-line)

Guests/Staff: JB Guiton (on-line); Chris Patera-ImageTrend (on-line); Kashif Kahn-ImageTrend (on-line); Ben Barnett-Zolldata (on-line); Robert Norlen (in person)

1. **Call to Order – (10:00 a.m.) –** Megan Hartigan, Committee Chair
   Ms. Hartigan welcomed everyone to the meeting. She asked for introductions from those present.

   Welcome – Board Chair, JB Guiton
   Mr. Guiton welcomed the members and guests and thanked the committee for the important work they are doing to get Minnesota ready to transition to NEMSIS version 3 dataset. Mr. Guiton said he appreciated the time and the commitment the committee is making to this project.

2. **Approve Agenda –** Megan Hartigan, Committee Chair

   > Motion: Mr. Fennell moved to approve the agenda for the September 3, 2015 DPSAC meeting. Mr. Rogers seconded. Motion carried.

3. Approval of August 10, 2015 Meeting Notes - *Megan Hartigan, Committee Chair*

   > Motion: Mr. Fennell moved to approve the meeting notes from the August 10, 2015 DPSAC meeting. Mr. Egan seconded. Motion carried.

4. **Data Element Review and Selection for EMSRB NEMSIS version 3.4.0 Data Dictionary**

   Mr. Norlen explained two documents (NEMSIS version 3 Worksheet and Other State Selected version 3 Elements) the committee would be working from to review NEMSIS version 3.4.0 dataset elements. Mr. Norlen indicated the committee would start with the "e" elements in the dataset and the demographic elements would be reviewed at future meetings. Discussion took place on process for review of elements for making recommendations on elements to include in the Minnesota data dictionary. The consensus of the committee was to review each element individually. Elements would receive a "Yes" or "No" based on committee consensus following discussion.

   The committee started with "eResponse.01" and completed through "eScene.14". The recommendations made by the committee are reflected in the NEMSIS version 3 Worksheet – column "2015 DPSAC Review". The committee will begin with "eScene.15" at the scheduled September 14, 2015 meeting.

5. **Other Business** – Megan Hartigan
   No other business from the committee.

6. **Meeting Adjourn**
   Meeting adjourned by consensus at 2:05 p.m.

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